



## CITY OF LODI

## COUNCIL COMMUNICATION

AGENDA TITLE: Architectural Service Agreement for the Instaliation of a Modular Office Building for Electric Utility Department.

MEETING DATE: July 17, 1991

PREPARED BY: Electric Utility Director

RECOMMENDED ACTION: That the City Council approve the agreement for architectural services associated with the planning, siting and bidding of a modular office building at the Municipal Service Center for the Electric Utility Department at a cost of \$2,860.

BACKGROUND INFORMATION: Temporary modular offices were installed in 1986 and 1989 at the Electric Utility Service Center due to insufficient space for housing of staff. Use Permit extensions for these temporary facilities were granted at the last extension request (May 1991) for a one-year period with the condition that permanent facilities be constructed. Therefore, the Department must proceed to provide permanent facilities in a short time. The architectural services recommended will provide siting as well as necessary bidding documents to have a permanent modular office structure installed, either **by** a lease or purchase agreement.

The Eiectric Utility Department has been diligently pursuing a solution to its overall **space** deficiency since 1988. These deficiencies include general office space, rest room facilities (no women's rest room at all), control room compaction, **tobl** and vehicle storage, **tool** and equipment repair **shops** and lack of any conference room. Schematic design plans to address all **of** these needs have been prepared and presented to the City Council on several occasions in the past. Development of

APPROVED: \_\_\_\_\_

THOMAS A. PETERSON

City Manager



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these plans into construction plans followed by actual construction has been placed on hold due to other construction needs within the City organization. This recommendation will not address all the deficiencies listed above; it will only provide intermediate relief in the areas where relief must be provided at this time.

FUNDING: Funds were included in the 1991-92 fiscal year budget for lease of modular office facilities.

  
Henry J. Rice  
Electric Utility Director

Prepared by: Hans Hansen  
Assist. Electric Utility Director

cc: Public Works Director